



National Center for Biological Sciences
Tata Institute of Fundamental Research

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ENQUIRY

Ref: NCB/CM21-1248/211881

January 29, 2022

Dear Sirs

Please let us have your Quotation for the following:

S.No.	Item Code	Description	Qty	UOM
1	LMAMI003005	HEPA Box Type Size - 300 x 300 x 150 mm (H x W x D) As per the attached detailed specifications.	3.00	NO
2	LMAMI003006	HEPA Flange Type Size -430 x 290 x 300 mm (H x W x D) As per the attached detailed specifications.	4.00	NO
3	LMAMI003007	HEPA Flange Type Size - 430 x 430 x 300 mm (H x W x D) As per the attached detailed specifications.	4.00	NO
4	LMAMI003008	HEPA Box Type Size - 450 x 450 x 150 mm (H x W x D) As per the attached detailed specifications.	8.00	NO
5	LMAMI003009	HEPA Flange Type Size - 450 x 450 x 300 mm (H x W x D) As per the attached detailed specifications.	6.00	NO
6	LMAMI003010	HEPA Flange Type Size - 480 x 480 x 300 mm (H x W x D) As per the attached detailed specifications.	4.00	NO
7	LMAMI003011	HEPA Box Type Size - 610 x 305 x 300 mm (H x W x D) As per the attached detailed specifications.	2.00	NO
8	LMAMI003012	HEPA Flange Type Size - 610 x 305 x 300 mm (H x W x D) As per the attached detailed specifications.	3.00	NO
9	LMAMI003013	HEPA Box Type Size - 610 x 610 x 150 mm (H x W x D) As per the attached detailed specifications.	50.00	NO
10	LMAMI003014	HEPA Box Type Size - 610 x 610 x 300 mm (H x W x D) As per the attached detailed specifications.	60.00	NO
11	LMAMI003015	HEPA Flange Type Size - 610 x 610 x 300 mm (H x W x D) As per the attached detailed specifications.	10.00	NO

1. The quotation shall be submitted in a sealed envelope duly superscribed with the enquiry number, and the due date for Ref No: 211881. The bids should be addressed and to be mailed/couriered (sent by post/courier) to 'THE HEAD-PURCHASE'.

The bids are liable to be rejected if the sealed envelope is not addressed to "THE HEAD-PURCHASE" with Tender Ref No. and Item Description and due date. The bids delivered in person shall be dropped in Purchase Section. If the bids are sent through courier or mail, it should reach by submission date and time and NCBS will not be responsible for the delay.

2. DUE DATE FOR SUBMISSION OF QUOTATION AGAINST THIS ENQUIRY IS 08/02/2022 BY 5.30PM.

3. QUOTATIONS RECEIVED AFTER THE DUE DATE SHALL BE REJECTED.

4. The validity of your quotation should be for 60 days from the due date.

5. All duties, taxes, surcharge and cess as currently applicable must be stated in your quotation, separately. Otherwise your quote is liable to be rejected.

6. Your quotation should indicate delivery period & warranty period.

7. Delivery to be made to our stores. Please indicate charges, if any extra. Transit Insurance should be done upto NCBS Stores.

8. If you are unable to supply the quality, specifications or brand as mentioned in our enquiry, please state so and then offer alternative to quality/specifications.

9. Payment: within one month after delivery & acceptance/satisfactory installation.

10. Please ensure that the enquiry number and the due date is superscribed on the envelope failing which your quotation is liable to be rejected.

11. Since we are a public funded research institution, we are exempted from paying Customs duty (Except ad valorem duty of 5% + 2% Cess and 1% Cus Sec & High Edu. CESS vide Notification No. 51/96 with latest amendments) and excise duty vide Notification No. 10/97 CENTRAL EXCISE dated 01-03-1997 for all scientific equipments, technical instruments, equipments (including computers), their accessories, spares, consumables and software. Hence, please offer your prices

12. If the item is covered under DGS&D rate contract, please quote the rate as per the DGS&D rate contract with xerox copy of the DGS&D order.

13. Any dispute or differences that may arise between the parties shall be referred to the sole arbitration of the Centre Director or his nominees. The decision of the arbitrator shall be final and binding on the parties. The venue for arbitration shall be Bangalore. The provisions of the Arbitration and Conciliation Act, 1996 as amended from time to time shall apply. The courts in Bangalore shall have exclusive jurisdiction to deal with any or all disputes between the parties.

14. TIFR is a public funded research institute and is entitled to concessional rate of GST @ 5% for certain items supplied for research purpose vide notification no. 47/2017 and 45/2017 dated 14th Nov, 2017. The offer should be submitted after fully considering the above notification.

15. Liquidity Damages: If the equipment/ items as per specifications in our P.O. is not supplied (shipped) within the specified delivery schedule, then liquidated damages (not in terms of penalty) will be imposed automatically and shall be deducted from the bill at the rate of 0.5% per week subject to a maximum of 10% of the order value.

16. Income Tax at the applicable rates as per the Indian Income Tax Act 1961 will be deducted at source for the services availed / ordered. In case of service provider, the rate of tax deduction shall be at 2% as per Section 194C, and in case of fee for professional / technical services

Yours faithfully
For and on behalf of
National Centre for Biological Sciences

SUPPLY OF HEPA FILTERS, HVAC SYSTEM –
NCBS, BENGALURU

1. **Scope:** This indent is for supply of HEPA filters for the HVAC systems in National Centre for Biological Sciences (NCBS), GKVK Campus, Bengaluru 560065, as per specifications, Technical terms & conditions given below.
2. **Qualification Criteria for Bidders:** The original manufacturers of filters or their authorized representatives shall be an established agency for manufacturing/ selling the offered filters with requisite certification (as per Point no 4.2, 4.3). Filter manufacturers shall be required to show evidence that HEPA filter designs have successfully passed the qualification and requalification testing in accordance with standards mentioned in the tender.
3. **Technical Specification of Filter:**

- Supply of High Efficiency Particulate Air (HEPA) filters as per the specifications mentioned below:

<u>Description</u>	<u>Specification</u>	
<u>HEPA Filters (H13 to H14)</u>		
Filter Description	Box Type / Flange Type, HEPA filter will have Di Octyl Phthalate(DOP) test efficiency of 99.97% down to particle size of 0.3microns as per EN1822 with grades between H13 to H14/ corresponding filtration as per IEST.	
Filter Frame	Aluminium/Anodized Aluminium - 1.2mm to 1.6mm thick. Filter frame shall have suitable support frame work for the faceguards on both sides.	
Filter Efficiency	99.97% down to 0.3 Micron	
Rated Flow	Face velocity of 1.25m/s @ 250 Pa IPD	
Temp.& Humidity Resistance	max (+70) °C, 100% RH	
Gaskets	Soft, impermeable, closed pore neoprene rubber gaskets with shore 'A' hardness less than 5 and shall be of 6 mm (1/4 in.) thick and 19 mm (3/4) wide. The gasket shall be a single square piece (or) with dovetail joints at four corners.	

4. **Testing and Inspection:** The following testing and inspection works shall be carried out at the manufacturer's site in the presence of the Indentor (or) his representative for HEPA Filters.

4.1 **Flow, Pressure drop & Collection efficiency:** Each filter shall be individually tested for its initial pressure drop and collection efficiency at the rated flow, as per the approved test procedure at the manufacturer's site. The test results (air flow, initial pressure drop and collection efficiency), the airflow direction and the date of testing shall be marked on the filters, after approval and acceptance. Only filters assembled and completed in all respects (without gaskets) with totally cured and dried sealant and of specified dimensions shall be taken up for this performance evaluation.

4.2 **The HEPA testing & test set-up should comply to EN 1822 standards. HEPA filters should be tested at the manufacturing unit/Third party testing facility. Testing should be done by a Third party organization which is certified by ISO/IEC 17025/Bureau of Indian Standards/Quality Council of India.**

4.3 **To prove the above compliances:**

a) **The quote should accompany the (point 4.3) certificates of already tested HEPA's, or**

b) **Can get any of the HEPA tested & submit the certificates along with the quote.**

4.4 **Quotes without the above compliance certificates will be dis-qualified.**

4.5 Post the Purchase Order the indentor reserves the right to carry out the qualification tests, at manufacturer's work, on randomly selected filter out of the lot manufactured against the order, if desired viz. for dimension, overall rigidity, air flow capacity and Filter Efficiency at manufacturer's own cost.

5. Testing and Inspection of other filters may also be undertaken, if desired, on one of randomly selected filters, at manufacturer's work & cost. The manufacturer is liable to prove the specifications mentioned as per standard tests and any one of the randomly selected filters fails the test, entire lot may be rejected.

6. **Packing:** The individual filter shall be packed in a polythene bag and in to a rigid cardboard carton. The filter shall be placed in the carton in such a way that the faces and pleats are vertical when the carton is in the normal shipping orientation. The carton shall be marked as "FRAGILE, HANDLE WITH CARE & THIS SIDE UP" or similar legend. The serial number, dimension and description of the filter packed inside shall also be indicated.

7. **Documents To be submitted**

7.1 **Along with Price Quote:**

a. Requisite valid certification for manufacturing/testing of HEPA as per points 4.2 & 4.3 above.

b. Filter Specifications wrt the indicated specs above.

7.2 **During delivery of material:**

a. Valid test certificates as mentioned in Testing & Inspection criteria.

MICRO AND SMALL ENTERPRISES (MSES):

1. Micro and Small Enterprises (MSE) must, along with their offer, provide proof of their being registered as MSE (indicating the terminal validity date of their registration) for the item tendered, with any agency mentioned in the notification of the Ministry of Micro, Small and Medium Enterprises (Ministry of MSME)
2. The MSEs are exempted from payment of earnest money and tender fees subject to furnishing of relevant valid certificate for claiming exemption as per privilege rules of Government of India.
3. The bidder submits registration of Udyog Adhar Memorandum (UAM) by Ministry of Micro Small and Medium Enterprises (MSME) vendors on Central Public Procurement Portal (CPPP). The bidders who fail to submit UAM number shall not be able to avail the benefits available to MSEs as contained in Public Procurement Policy for MSEs Order 2012 issued by MSME.

PRICE

The Tenders to be quoted in INR. For imported goods, to be quoted in currency of the approved currency from RBI. The price/s quoted shall be firm till the complete execution of the order. All details relating to price, price breakup, inland transportation, documentation, taxes and duties, levies, freight charges, delivery terms, mode of payment, mode of Despatch, Insurance should be clearly stated.

PREFERENCE TO MAKE IN INDIA

This invitation is only for Class “1” and Class “2” Suppliers as prescribed in “Public Procurement (Preference to Make in India) order 2017 of GOI. Dept of DIPP” (OM No. P-4502/2/2017-PP(BE-II) dated 04th June, 2020. Necessary certification for local content must be submitted by the prospective bidders strictly as per Annexure – 2 attached with the tender document.

For indicating the price, the tenderers may choose any/all of the following: The ‘Class-I Local Supplier’ / ‘Class-II Local Supplier’ at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for ‘Class-I Local Supplier’ / ‘Class-II Local Supplier’ as the case may be.

PRIOR REGISTRATION AND/OR SCREENING OF BIDDERS

As per O.M No. F.No.6/18/2019-PPD, dt.23/07/2020, the following condition to be fulfilled and the bidder to submit the following declaration on their Letter head.

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is Registered with the Competent Authority.
- II. “Bidder” (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.
- III. “Bidder from a country which shares a land border with India” for the purpose of this Order means:-
 - a. An entity incorporated, established or registered in such a country; or
 - b. A Subsidiary of an entity incorporated, established or registered in such a country; or
 - c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
 - d. An entity whose beneficial owner is situated in such a country; or
 - e. An Indian (or other) agent of such an entity; or
 - f. A natural person who is a citizen of such a country; or
 - g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

Annexure – 1

Bid Security Declaration for Order Value > Rs.5 Lakh
(to be submitted on Company's Letter Head)

I/We the undersigned hereby declare that if we withdraw or modify the bids during the period of its validity, or if we are awarded the contract and fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document or fail to execute the contract, we will be suspended for the period of time specified in the request for bids document from being eligible to submit bids for contracts with the entity that invited the bids.

Name and Signature
of Authorized Signatory
and Company Seal

Certificate for Local Content

“We (name of manufacturer) hereby confirm in respect of quoted item(s) that Local Content is equal to or more than 50% and come under “Class-I Local Supplier” Category. As being “Class – I Local Supplier”, we are eligible for Purchase Preference under “Make in India” Policy vide GOI Order No.P-45021/2/2017-PP (B.E.-II) dated 15.06.2017 (subsequently revised vide orders dated 28.05.2018, 29.05.2019 and 04.06.2020).

OR

“We (name of manufacturer) hereby confirm in respect of quoted item(s) that Local Content is more than 20% but less than 50% and come under “Class-II Local Supplier” Category.

The details of the location (s) at which the local value addition made is/are as under:

- 1.
- 2.
- 3.

*Strike out whichever is not applicable

Date:

Seal & Signature of the Bidder

NOTE:

1. Self-certification that the item offered meets the minimum local content (as above) giving details of the location(s) at which the local value addition is made in case the bidder wishes to avail the benefits under the make in India policy, if applicable.
2. In cases of procurement for a value in excess of Rs.10 crores, the local supplier shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content to avail the benefits under the make in India Policy, if applicable.

Declaration of Compliance of Order (Public Procurement No.1, 2 & 3) dtd 23-Jul-2020 & 24 Jul 2020 on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017

This declaration must form part of all tenders & it contains general information and serves as a declaration form for all bidders. (Before completing this declaration, bidders must study the General conditions. Definitions, Govt Directives applicable in respect of Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 & prescribed tender conditions).

DECLARATION BY AUTHORISED SIGNATORY OF THE FIRM

I, the undersigned, (full names), do hereby declare, in my capacity as of M/s. (name of bidder entity), that:

1) The facts contained herein are within my own personal knowledge.

2) I have read the Order (Public Procurement No.1, 2 & 3) dtd 23 Jul 2020 & 24 Jul 2020 on the subject of Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017 regarding restrictions on procurement from a bidder of a country which shares a land border with India and comply to all the provisions of the Order.

3) I certify that M/s. (name of bidder entity) ***is not from such a country or, is from such a country (strike out whichever is not applicable)***, has been registered with the Competent Authority. I hereby certify that the SUPPLIER fulfills all requirements in this regard and is eligible to be considered. (Where applicable, evidence of valid registration by the Competent Authority is attached).

4) I understand that the submission of incorrect data and / or if certificate / declaration given by M/s. (name of bidder entity) is found to be false, this would be a ground for immediate termination and further legal action in accordance with law as per clause 12 of the Public Order on Restrictions under Rule 144 (xi) of the General Financial Rules (GFRs), 2017.

AUTHORISED SIGNATURE: _____

DATE: _____

Seal / Stamp of Bidder